

TOWN OF WARREN, VT 115

Town of Warren  
Planning Commission  
Minutes of Meeting  
Monday May 22, 2017

Received for Record 6/13/2017  
at 11:30 o'clock A M and Received in  
Robie Goss Vol 246 Page 115-116  
TOWN CLERK

VT Property Transfer Tax Return #       

Members Present: Mike Bridgewater, Randy Graves, Camilla Behn, Mike Ketchel, Jim Sanford and Dan Raddock.

Others Present: Jack Garvin, Kevin Camara, Cindi Jones and Ruth Robbins.

Agenda: Call meeting to order, 7:30 pm.

- 1) Opportunity for Public Comment 7:30 7:45
- 2) Warren Main Street Improvement Project, bid selection and revised time line, Keven Carrara
- 3) Town Plan Update, review PC goals and areas of emphasis for survey, Brandy Saxon, Place Sense
- 4) Review & sign minutes May 8, 2017
- 5) Other & New business:

Mr. Ketchel called the meeting to order at 7:30.

The first item was a status report on the Warren Main Street Improvement Project. Mr. Camara, the Local Project Manager [LPM], told the PC that during the pre-bid meeting some of the contractors expressed concern about the timeframe especially since some custom curved stone was required that needed a certain amount of lead time. With that issue creating the possibility that the project might have to be pulled, Ms. Jones got on the phone and spoke with the grant administrators who informed her that they could have until September 30<sup>th</sup>, instead of the June 30<sup>th</sup> date. Mr. Camara was questioned about whether or not alternative options had been discussed regarding the materials which he replied that they had looked at other options. It was also queried as to why they were told the project could be done in a tight, shorter time frame and now it was being extended over a ten week period. Mr. Camara noted that doing the project on the shorter time period would have most likely yielded higher bids and possibly fewer. With more time the contractor won't have to worry about weather and possibly have to work overtime. He also believed that the stormwater infrastructure added some additional time as well.

Mr. Garvin who was representing the Warren Store expressed great disappointment and concern about the project moving to after the 4<sup>th</sup> of July as July and August are too very busy months for them. Unfortunately, that is also prime construction time. The PC members and Mr. Camara reassured Mr. Garvin that they would be supportive and that every effort would be made to make sure the impact was mitigated as much as feasibly possible. Mr. Camara did tell them that the contract specifically call for a minimum of one-way traffic during the construction. Ms. Jones interjected that the bridge project [a spate project from the Main Street Improvement Project] would be overlapping and that there would be a two week road closure when the bridge could not be used [this would be towards the end of July/beginning of August]. The PC members along with Mr. Camara and Ms. Jones said they would look into the Warren Main Street Improvement Project being completed in as short a period of time as possible and that they understood the importance of the surrounding land and business holders being kept up-to-date on what was going to happen and when.

The next topic of discussion was a conversation with Ms. Saxon who is the consultant hired with a Municipal Planning Grant to assist the PC in updating the Warren Town Plan. The discussion revolved around a draft survey she had put together. The PC members, not having much luck as far as response rates

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with past surveys, asked her for her reasons for doing one. Ms. Saxton said that a survey 1) provides a way to initially "kick-off" the process and also inform the public that the update is taking place; 2) gives the PC a heads up on the issues and concerns at the front of people's minds; can indicate a change/shift in emphasis of issues from previous surveys; and helps in defending why the plan is written the way it is and is evidence of public input/support.

She then explained to the PC members what constitutes a decent response, what types of questions are more apt to be answered, that an online survey can gather more information as people are more likely to "type" versus "write", and that you needed a balance between open-ended questions and specific ones. In addition to putting the survey online she also said she had four boxes that could be put in places such as the library or post office for those who didn't want to use the computer. The members gave her suggestions for additional information they liked to see gathered and the types of questions that could be used. Ms. Saxton told the Commission that her goal was to have a draft for the next PC meeting and to get the survey out before "high" summer. She also suggested that maybe a Public Service Announcement could be made on Mad River TV and the radio station WMRW. She said following the survey they could follow up with some community meetings to get further from the townspeople.

In other business Mr. Sanford announced that the Mad River Valley Planning District would no longer be under the Regional Planning District but actually be on its own. He also said would could expect to see Central Vermont Regional Planning District's regional energy plan and see how close ours is to it. Mr. Sanford then mentioned that he had been approached by several folks who expressed interest and/or concern about what exactly was taking place at the old Nichol-Hoare house on the corner of Brook and Main. One comment was that it looked a bit 'hodge-podge" and not necessarily in keeping with its surroundings. This led to a brief discussion of the pros and cons of having design standards in the Village. Staff brought up that an inquiry was made on the status of the Dog Ordinance as an ongoing situation with a nuisance dog [or dog owner] is going on in a neighborhood and the Constable has no way to really do anything about it. Mr. Ketchel said he would send around the last draft that Mr. Raddock had worked on and they would see if there was anything they could do to improve it.

The minutes of the previous meeting of May 8<sup>th</sup> were reviewed and signed. The meeting was adjourned at 9:48 pm.

Respectfully Submitted,

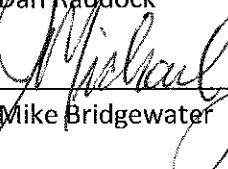
Ruth V. Robbins

DRB/PC Assistant

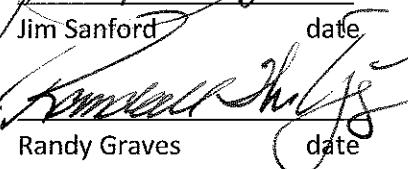
Planning Commission

 6/12/17  
Mike Ketchel date

 6/12/17  
Dan Raddock date

 6/12/17  
Mike Bridgewater date

 6/12/17  
Jim Sanford date

 06-12-17  
Randy Graves date

 6/12/17  
Camilla Behn date